

**CITY OF ALBANY
OFFICE OF THE MAYOR**

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KATHY SHEEHAN
MAYOR

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2017 NOV 21 PM 5:00

OFFICE OF THE CITY CLERK
ALBANY N.Y.

November 21, 2017

Ms. Glinessa Gaillard
152 ½ Clinton Avenue
Albany, NY 12210

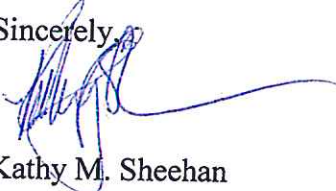
Dear Ms. Gaillard:

Pursuant to Section 301(e) of the City of Albany Charter and Section 42-177 of the Code of the City of Albany, I hereby appoint you to the Planning Board for the City of Albany, for a term to begin no earlier than January 1, 2018. The appointment is subject to the approval of the Common Council, which will act on this appointment within 45 days of the filing of this letter with the City Clerk.

You will be notified of the confirmation or rejection of this appointment. If confirmed, you must file an Oath of Office with the City Clerk within 30 days of confirmation of your appointment. Failure to timely file your Oath of Office may result in rescission of your appointment. Please maintain a time-stamped copy of your Oath of Office that is filed with the City Clerk, as well as provide a copy of the same to the Chairperson.

I appreciate your willingness to serve and look forward to working with you. Should you have any questions or need any assistance, please feel free to contact my office.

Sincerely,


Kathy M. Sheehan
Mayor, City of Albany

cc: Gerald Campbell, City Clerk
Bill Kelly, Acting Corporation Counsel
Christopher Spencer, Commissioner, Department of Planning & Development
Al De Salvo, Chairperson, City of Albany Planning Board
Hon. Carolyn McLaughlin, President, Common Council
Hon. Richard Conti, President Pro Tempore, Common Council
Hon. Daniel Herring, Majority Leader, Common Council